



Federal Student Aid (FSA) Students Portal Rollout – Release 2

User Acceptance Test (UAT) Test Plan



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1.0 User Acceptance Test Overview

The User Acceptance Test Plan provides an overview of the testing necessary to ensure that the functionality delivered meets the needs of the target user identified for the Students Portal Rollout for Release 2. Included in this document is a list of detailed items that will be incorporated into test scripts and applied in the User Acceptance Testing.

The main purposes of User Acceptance Test was to:

- Serve as Formal System Acceptance.
- Verify Application Functionality.
- Validate all of the above within a user acceptance test environment.

Entry Criteria for User Acceptance Test Execution:

- All applications and application components necessary for cycle to be completed have been inventoried and promoted.
- System Test is complete.
- No high priority defects remain from System Test.
- Test Readiness Review has been conducted.
- User Acceptance Test Plan is complete.
- Resources to execute tests are available.
- All UAT test scripts have been dry-run by the Portals team and members from the Students channel.
- The User Acceptance Test environment is in place.

Exit Criteria for User Acceptance Test:

- User Acceptance Test (UAT) deliverable has been completed and reviewed by IV & V.
- All test cases and conditions have been executed successfully.
- Identified errors and defects have been corrected and re-tested.
- All issues and incidents have been properly documented and worked through the resolution process.
- All reviews were conducted, and that the review yields satisfactory results.



2.0 User Acceptance Test Scope

User Acceptance Test cases will be based on the following:

- Users of the Students Portal
- Application Functionality

3.0 Roles and Responsibilities

User Acceptance Testing involved a Students Channel user group and the Portals Rollout Testing Team. The primary role for the User Acceptance Testing effort was the Students Channel User Group with assistance from the Test Team Analysts. The roles are described below:

3.1 Students Channel User Group

- Execute the User Acceptance tests.

3.2 Test Team Analysts

- Assist in the development of the User Acceptance Test Plan.
- Evaluate the User Acceptance test results
- Report all incidents and problems encountered during testing activities.

Ms. Teale Taggart, Ms. Anne Jensen, and Bryan Hykes will serve as the Test Team Analysts.

3.3 Test Team Lead

- Define a User Acceptance Test Plan.
- Define User Acceptance test cases and scripts with input from the Students channel.
- Monitor the testing process to identify problems, mitigate potential risks and schedule slippage.
- Review test results with the test team to clarify questions, concerning system functionality and discrepancies with expected results, and ensured that the user acceptance testing activity was a valid and complete exercise.



- Certify that the testing process was comprehensive in scope and complete manage the execution of user acceptance tests.

Erick Middleton will serve as the Test Team Lead

4.0 Developing Test Cases

The Students UAT test cases were developed to mimic real world scenarios and test requirements for Release 2. The test cases were created based on requirements from the Students Requirements Traceability Matrix. The test scripts were developed based on the test cases identified in the test plan. The test scripts will guide the user through each scenario.

4.1 Executing and Validating Test Cases

Each test case was designed as a discrete, executable exercise that would return a predictable result. Test Cases included a setup, input, and expected result sections. Each test case was designed to verify the functionality of a business scenario and described step by step how the business scenario was being tested.

The actual test results were then compared to the expected results to determine if the test ran correctly, “Pass” (or incorrectly, “Fail”) by the Test Team Analyst executing the case.

A “discrepancy” was defined as the difference between what was *expected* to happen and what *actually* happened. Discrepancies were initially evaluated to ensure that they represent system defects. The initial evaluation of discrepancies included:

- Review of the test data;
- Review of the test environment;
- Review of test scripts;
- Review of actual system functioning.

If it was determined that the “discrepancy” represented a system defect, the incident was forwarded to the development team for assessment and proposed solution. After successfully testing the modification, the incident was designated as “closed” by the Test Team Lead.

Validation of a test case occurred when the specific test activity has a status of “Pass” and was reviewed by the Test Team Lead. Completion of User Acceptance Testing was dependent upon each test activity having a status of “pass”.



Each test case will be executed by the Students Channel User Group in the test environment. The test environment is isolated logically on a server, but the server is shared with other applications. Only users who know the ID/PWD can login to Students portal. The Test Team Analyst will login to the Students portal before User Acceptance Test (UAT) is set to begin.

****Note:** All tests objects are under Configuration Management control and are stored in Visual Source Safe.

4.2 SIR Tracking Process

While executing the test cases, the Students Channel User Group will keep track of issues and enhancements they find using the R2 Students Feedback form. The issues and enhancements received will be entered into ClearQuest by a Test Team Analyst. ClearQuest will be used to record and manage system defects. The Test Team Analyst will assign a degree of severity (1-Critical, 2-Average, 3-Minor, 4-Enhancement) and assign it to the appropriate developer to make the fix.

Critical defects are critical in nature and result in full or partial system failure, do not have acceptable workarounds, and demand immediate action. Average defects are non-critical in nature resulting in intermittent system failure or problems, do have acceptable workarounds, and do not prohibit the users from performing their tasks. Minor defects do not stop system operation, do have acceptable workarounds, are cosmetic in nature, have minimal effect on the system, do not prohibit the users from performing their tasks, and have the least priority.

When the issue has been resolved, the Test Team Analyst will test the modification and mark the incident as “closed” if the problem has been fixed. The Students portal page, where the problem was found, will also be regression tested. If the problem has not been fixed, the Test Team Analyst will mark the incident as unresolved and assign it to the appropriate developer to make the fix.

5.0 Test Scenarios/Cases

The following is a list of test cases, which will be used to write detailed test scripts. Detailed test scripts with expected results will be documented for each item listed below.

5.1 Student Preparing for College (personalized account holder)

- Register for MyFSA account
- Search for information on test preparation
- Search for a Planner Timeline
- Complete a personal academic portfolio (Student Planner)

5.2 Student Choosing a College (personalized account holder)

- Login to MyFSA
- Search for colleges and universities using the College Finder and College Matching wizard
- Take a virtual Campus Tour



- Search for a Scholarship Checklist

5.3 Student Applying to College (personalized account holder)

- Login to MyFSA
- Search for information on graduate student resources
- Search for information on Graduate and Professional School Profiles
- Search for Graduate and International Testing Information
- Search for Students.gov
- Online Applications

5.4 Student 1 Funding College (personalized account holder)

- Login to MyFSA
- Search for information on State Financial Aid
- Search for information on What does it take to get a scholarship?
- Search for information on How do I find out about scholarships?
- Complete a scholarship search

5.5 Student 2 Funding College (personalized account holder)

- Login to MyFSA
- Search for information on Sample Award Packages
- Search for information on Other Sources of Financial Aid
- Financial Aid Wizard

5.6 Student Attending College (personalized account holder)

- Login to MyFSA
- Complete a Self-Assessment
- Search for a Career List
- Complete a career search (Career Finder)
- Search for information on Loans Discharges

5.7 Teacher Repaying Loans (non personalized account holder)

- Search for information on Canceling a Stafford Loan
- Search for information on Community Service Loan Forgiveness
- Search for information on the Douglas Scholarship Reduced Service
- Search for a List of federally designated teacher shortage areas

5.8 Parent Researching Ways to Pay for their Child's Education

- Login to MyFSA
- Calculate the amount you need to save for college expenses using the College Savings Calculator
- Search for information on Tax Incentives for Education-related Expenses
- Search for information on Saving Money for College



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- Search for information on PLUS Loan v. Home Equity Loan
- Search for information on PLUS Loan v. Using 401K Funds



6.0 Overall Testing Schedule

The project plan dates for testing activities are:

ID	WBS	Task Name	Duration	Start	Finish	% Complete	Resource	Source
43	79.1.4	Test	66 days	Fri 6/28/02	Fri 9/13/02	0%		
44	79.1.4.33	Test Plans	11 days	Fri 6/28/02	Fri 7/12/02	0%		EM
46	79.1.4.34	Test Scripts	20 days	Fri 7/5/02	Thu 8/1/02	0%		EM
46	79.1.4.35	Unit Test	5 days	Mon 7/8/02	Fri 7/12/02	0%		
47	79.1.4.55.1	Unit Test Plan	5 days	Mon 7/8/02	Fri 7/12/02	0%		EM
48	79.1.4.55.2	Unit Test Review	1 day	Fri 7/12/02	Fri 7/12/02	0%		EM/MW/JD
49	79.1.4.35	System Integration	20 days	Mon 7/29/02	Fri 8/23/02	0%		
50	79.1.4.35.1	Student Portal	20 days	Mon 7/29/02	Fri 8/23/02	0%		
51	9.1.4.35.1.5	Content	20 days	Mon 7/29/02	Fri 8/23/02	0%		EM/MW/JD
52	9.1.4.35.1.1	CM Testing	20 days	Mon 7/29/02	Fri 8/23/02	0%		AB,EM
53	9.1.4.35.1.6	Integration w/ Xap Modules	20 days	Mon 7/29/02	Fri 8/23/02	0%		EM/MW/JD
54	9.1.4.35.1.7	Xap Data Transfer	20 days	Mon 7/29/02	Fri 8/23/02	0%		EM/MW/JD
55	9.1.4.35.1.8	Portlets	15 days	Mon 8/5/02	Fri 8/23/02	0%		EM/MW/JD
56	79.1.4.35.11	Financial Partners Portal	20 days	Mon 7/29/02	Fri 8/23/02	0%		
57	1.4.35.11.1	Content	20 days	Mon 7/29/02	Fri 8/23/02	0%		EM/MW/JD
58		CM Testing	20 days	Mon 7/29/02	Fri 8/23/02	0%		AB,EM
59	1.4.35.11.2	Portlets	15 days	Mon 8/5/02	Fri 8/23/02	0%		EM/MW/JD
60	79.1.4.35.6	System Integration Test Review and Sign-Off	1 day	Fri 8/23/02	Fri 8/23/02	0%		EM/MW/JD
61	79.1.4.42	Accessibility	10 days	Mon 8/12/02	Fri 8/23/02	0%		
62	79.1.4.42.1	508 Compliance Review	10 days	Mon 8/12/02	Fri 8/23/02	0%		EM/MW/JD
63	79.1.4.42.2	Deliverable Review and Sign-Off	1 day	Fri 8/23/02	Fri 8/23/02	0%		EM/MW/JD
64	79.1.4.46	User Acceptance Test	3 days	Tue 9/3/02	Thu 9/5/02	0%		
65	79.1.4.46.1	Students UAT	1 day	Thu 9/5/02	Thu 9/5/02	0%		EM,CL
66		Financial Partners UAT	2 days	Tue 9/3/02	Wed 9/4/02	0%		CL,EM
67	79.1.4.46.3	UAT Review and Sign-Off	1 day	Thu 9/5/02	Thu 9/5/02	0%		EM/MW/JD
68	79.1.4.57	Performance Test	12 days	Thu 8/29/02	Fri 9/13/02	0%		
69	79.1.4.57.7	Cycle 1	3 days	Thu 8/29/02	Mon 9/2/02	0%		MW
70	79.1.4.57.8	Cycle 2	3 days	Tue 9/3/02	Thu 9/5/02	0%		MW
71	79.1.4.57.9	Cycle 3	3 days	Thu 9/5/02	Mon 9/9/02	0%		MW
72	79.1.4.57.10	Cycle 4	3 days	Tue 9/10/02	Thu 9/12/02	0%		MW
73	79.1.4.57.1	Cycle 5 (Optional)	1 day	Thu 9/12/02	Thu 9/12/02	0%		MW

Note: Any changes in the development timeframes will have significant effect on this plan.



7.0 ISSUES / QUESTIONS

The following issues / questions related to the User Acceptance Test Plan.

Issue	Resolution